

Agenda  
**ANIMAL CARE SERVICES ADVISORY BOARD MEETING**  
Animal Care Services Facility, 4710 State Highway 151, San Antonio, TX 78227  
Wednesday, August 21, 2013 AT 6:30 PM  
CITY OF SAN ANTONIO  
CITY CLERK

13 AUG 16 PM 5:40

At any time during the Animal Care Services Advisory Board Meeting, the Board may meet in Executive Session regarding any of the matters posted below in compliance with the Texas Open Meetings Act (Attorney-client, Personnel, Security, Real Estate) under Chapter 551 of the Texas Government Code.

1. Call to Order
2. Approval of Minutes from April 2013, May 2013 and June 2013
3. Citizens to be heard
4. Election of Board Officers for FY 2014
5. Director's report regarding performance measures for Animal Care Services pertaining to field, live release, shelter, media, and clinic operations and updates on the Comprehensive Neighborhood Sweeps Initiative, Brackenridge Center, and construction at Animal Defense League – *Presented by Kathy Davis*
6. Update regarding carriage horse legislation and final recommendations made by the Transportation Advisory Board to the City Ordinance – *Presented by Kathy Davis*
7. Highlights of FY2014 Operating Budget for Animal Care Services – *Presented by Kathy Davis*
8. Discussion and Vote on Chapter 5 Ordinance changes that will allow Animal Care Services to become the designated care taker for all pets impounded at its facility – *Presented by Kathy Davis*
9. Set next meeting date
10. Adjournment

**DISABILITY ASSISTANCE NOTICE**

This meeting site is wheelchair accessible. Parking is available. **Auxiliary Aids and Services are available upon request (Interpreters for the Deaf must be requested forty-eight [48] hours prior to the meeting).** For Assistance, Call (210) 207-7245 Voice/TTY.

Esta reunión es accesible a personas incapacitadas. Se hará disponible el estacionamiento. **Equipo y servicios adicionales (interpretes para los sordos) se harán disponibles si se pide con cuarenta y ocho (48) horas de anticipación a la reunión.** Para asistencia llame al (210)207-7245 por voz/servicio de TTY.



# ANIMAL CARE SERVICES ADVISORY BOARD

## Meeting Minutes

April 17, 2013

6:30 p.m.

4710 State Highway 151, Annex Training Rooms 1 & 2  
San Antonio, TX 78227

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**ACS Board Members<sup>1</sup>:** Mona Thaxton-Chair, William White-Vice Chair, Sallie Scott-Secretary, Rita Braeutigam, Randy Murdock, Shannon Espy, Cynthia Martinez, \*Michael Dowdell, Roderick Sanchez and Karen Speer

**Ex-Officio Members:** Kathy Davis, Erik Walsh, and \*Vincent Nathan

**Staff Liaison:** Maria Kieke

### I. Call to Order

Mona Thaxton convened the meeting at 6:45 PM with a quorum present.

### II. Approval of minutes from February 20, 2013

Karen Speer moved, seconded by Randy Murdock, to approve the February 20, 2013 meeting minutes. Motion passed.

### III. Citizens to be Heard

1. John Bachman spoke about concerns with the recommended changes to the Chapter 5 ordinance in relationship to the stray hold period. He also expressed concern regarding the RTO data.
2. Deanna Lee suggests that ACS reconsider the elimination of dangerous dog designation and recommends ACS to reinstate prior Chapter 5 language.
3. Juan Vasquez expressed concerns regarding personal information being required from citizens at the rabies clinics.
4. Lindy Bunten passed her allotted time to John Bachman.

### IV. Director's Report

The Director, Kathy Davis presented performance measurements and accomplishments for Field, Live Release, Shelter, Media and Clinic Operations including a CNSI Update. Full report handouts were provided to Board members.

### V. Report regarding Legislative Agenda for current Bills in Austin pertaining to Animal Care

Kathy Davis presented a report on two bills (HB858 and HB2471) filed in support of humane legislation including other current bills such as HB3592, HB1510 and HB2981. A handout of the proposed bills was provided to Board members.

### VI. Chapter 5 Amendment Update and possible vote regarding the Stray Hold Period

Due to concerns with previous proposed amendment change to Chapter 5 regarding the stray hold period, an updated language change was presented for Board support. The new changes continues to recommends a reduction in the stray hold period to 72 hours from the time of impoundment; however, ACS is also recommending that the ordinance be changed to prohibit the euthanasia of healthy stray pets until after 3 days, not including the date of

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<sup>1</sup> One (1) ACS Board Member position is currently vacant in Council District 6

\*Indicates not present at Board Meeting

impoundment. Rita Brauetigam moved, seconded by Shannon Espy, to approve the solution presented. Motion unanimously passed.

**VII. Alliance for Innovation presentation regarding methodologies and best practices related to the success of ACS**

Heber Lefgren briefed the Board about a presentation he made at the Alliance for Innovation's Transforming Local Government Conference in Atlanta, Georgia. Mr. Lefgren reported that ACS was selected and recognized as a transformative organization due to recent changes that were made in regards to establishing community partnerships.

**VIII. Report regarding the inspection of ACS 151 and Brooks facilities**

Rita Brauetigam and Karen Speer co-presented an inspection report for the ACS facility on 151, their findings were exceptional. Ms. Brauetigam recommends identifying ways to make available more information on Petharbor regarding a pet in ACS's care. She also recommends the purchase of an X-ray machine. Ms. Speer recommends ACS to add some type of shade or shelter for the elderly during the vaccination clinics on Mondays. Sallie Scott presented an inspection report for the Brooks facility where she reported as excellent. She recommends ACS add signage for Brooks at main facility.

No Inspection Reports will be performed for next meeting due to preparations of the ACSB Planning Session in June.

**IX. Next meeting**

The next ACS Advisory Board Planning Session will take place on June 19, 2013 at 6:30 p.m.

**X. Adjournment**

The meeting adjourned at 8:18 p.m.





# ANIMAL CARE SERVICES ADVISORY BOARD

## Meeting Minutes

May 15, 2013

6:30 p.m.

4710 State Highway 151, Annex Training Rooms 1 & 2

San Antonio, TX 78227

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**ACS Board Members<sup>1</sup>:** Mona Thaxton-Chair, William White-Vice Chair, Sallie Scott-Secretary, Rita Braeutigam, Randy Murdock, Shannon Espy, Cynthia Martinez, Michael Dowdell, \*Roderick Sanchez and Karen Speer

**Ex-Officio Members:** Kathy Davis, Erik Walsh, and Vincent Nathan

**Staff Liaison:** Maria Kieke

### I. Call to Order

Mona Thaxton convened the meeting at 6:40 PM with a quorum present.

### II. Citizens to be Heard

There were no citizens to be heard.

### III. To discuss and possible vote regarding the operational plan of the Brackenridge facility to be opened October 2013

Kathy Davis presented to the Board details regarding the current plan to partner with San Antonio Pets Alive! (SAPA!) and Petshotz for the management and operations of the new Paul Jolly Center for Pets Adoptions, Petco Pavillion, and Petco Spay/Neuter Clinic. These facilities are scheduled to be open in October 2013. Karen Speer moved, seconded by Randy Murdock, to approve the recommendations presented. Motion unanimously passed. Full report handouts were provided to Board members.

### IV. To discuss and possible vote the usage of \$2.2M Bond funding designated to increase Kennel Capacity

Kathy Davis presented to the Board details regarding the current plan to utilize the \$2.2 M Bond funds for increased kennel capacity to partner with Animal Defense League of San Antonio (ADL) for the design, construction, and management of additional kennels built on ADL's existing facility. Cynthia Martinez moved, seconded by Michael Dowdell, to approve the recommendations presented. Motion unanimously passed. Full report handouts were provided to Board members.

### V. Next meeting

The next ACS Advisory Board meeting will take place on June 19, 2013 at 6:30 p.m.

### VI. Adjournment

The meeting adjourned at 7:42 p.m.

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<sup>1</sup> One (1) ACS Board Member position is currently vacant in Council District 6

\*Indicates not present at Board Meeting



# ANIMAL CARE SERVICES ADVISORY BOARD

## Annual Work Session Meeting Minutes

June 19, 2013

6:30 p.m.

4710 State Highway 151, Annex Training Rooms 1 & 2

San Antonio, TX 78227

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**ACS Board Members<sup>1</sup>:** Mona Thaxton-Chair, William White-Vice Chair, Sallie Scott-Secretary, \*Rita Braeutigam, Randy Murdock, Shannon Espy, \*Cynthia Martinez, Michael Dowdell, Roderick Sanchez and Karen Speer

**Ex-Officio Members:** Kathy Davis, Erik Walsh, and Vincent Nathan

**Staff Liaison:** Maria Kieke

### **I. Call to Order**

Mona Thaxton convened the meeting at 6:48 PM with a quorum present.

### **II. Citizens to be Heard**

There were no citizens to be heard.

### **III. Director's Report**

Kathy Davis presented to the Board ACS's second quarterly progress report of FY2013, department performance measurements and accomplishments for Field, Live Release, Shelter, Media and Clinic Operations to include FY2014 Budget process. Full report handouts were provided to Board members.

### **IV. Discussion regarding information to be made available to the Board and public through ACS's website**

In an effort to provide readily available information to the Board and public, ACS will create a portal on the website with changes in data since 2004. Full report handouts were provided to Board members.

### **V. Discussion of the content of the new checklist for the ACS facilities' inspections at 151, Brooks and Brackenridge**

Board members, Rita Brauetigam and Cynthia Martinez will be developing a new checklist for inspections of the ACS facilities.

### **VI. Discussion of existing Board bylaws**

The Board performed a review of the bylaws and found inconsistencies and conflicting language which will be brought for voting at a future Board meeting.

### **VII. Next meeting**

The next ACS Advisory Board meeting will take place on August 21, 2013 at 6:30 p.m.

### **VIII. Adjournment**

The meeting adjourned at 8:15 p.m.

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<sup>1</sup> One (1) ACS Board Member position is currently vacant in Council District 6

\* Indicates not present at Board Meeting





# City of San Antonio Animal Care Services Department Director's Report



August 21, 2013

## **OFFICE OF THE DIRECTOR**

As we begin to wind down in our current Fiscal Year, the department continues to make strides in saving the lives of the City's stray animal population. Averaging 2,500 pets taken into our care each month during puppy/kitten season, the department was able to average a 75% Live Release rate for June and July **and over 90% for healthy/treatable pets for the first 6 months of 2013**. We continue to break boundaries, think outside of the box, while still striving to provide excellent customer service. I would like to personally thank our energetic, hardworking and committed staff, volunteers and community partners. Without your dedication, our continued success would not be feasible.

The following is a high-level report on each division. For more detailed information, please refer to the department's Third Quarter Report.

## **FIELD OPERATIONS**

In June and July, the Field Operations Division received 16,397 calls-for-service requests and impounded 5,249 stray pets. Animal Care Officers (ACO) issued 713 warnings and citations and returned 155 animals to their owners while in the field. These figures represent an increase of 2,565 (18%) calls-for-service requests and 267 (46%) return-to-owners in the field and a decrease of 495 (8%) stray pet impoundments and 327 (31%) warnings and citations from the department's target. A portion of the increase in calls-for-service requests are due to our field staff taking a more proactive approach and initiating calls rather than waiting for a call to come in.

**FIELD ENHANCEMENTS:** As mentioned in our last meeting, ACS has taken great pride in some strategic enhancements within our Field division. These include: the implementation of a new dispatch system with GPS tracking that went live on June 11<sup>th</sup>; specialized training of upgraded shelter management system; aligned schedule with call-for-service requests; and a violation guidebook providing consistent markers for issuing citations and warnings.

**CRUELTY CASES:** The department is proud to share the results of two recent cruelty cases. Jesus Cardoso was found guilty on 10 counts of animal cruelty after 3 days at trial for neglecting 9 turtles and cruelly confining 1 dog. The defendant was sentenced to 2 years probation, 1 year suspended sentence, 10 days in jail, 120 hours of community service, mandatory pet care education, \$2,000 fine, and cannot own any pets for 2 years.

In a second case, the defendant, Joe Rabago, plead no contest to non-livestock animal cruelty for the beating one year earlier of his wife's 4-year old female Labrador Retriever, leaving him with a broken back and broken ribs. Sparing the horrific details of this case, the defendant accepted a plea agreement and was sentenced to 18 months in a state jail facility. The hard work of our Field Operations division – most notably – our Cruelty Investigators, bolstered the prosecution's case, signaling that we will continue fight for our pets and bring their abusers to justice.

**CNSI:** Through the end of July, eight target areas have been completed in the Comprehensive Neighborhood Sweeps Initiative (CNSI). As a result, over 22,000 homes have been visited and 2,000 free rabies vaccinations/city licenses administered and issued. The areas selected for this year's CNSI are areas with the highest concentration of stray animals, bite cases, and calls-for-service requests. In addition to the block walking, vaccination clinics, sterilization services and enforcement, the CNSI team will be surveying and cataloging all loose dogs and cats. There are 2 remaining targets areas for this year's FY 2013 CNSI program in District's 2 & 5. The dates and Council Districts for next year's CNSI are being finalized.

## **SHELTER OPERATIONS**

Through FY2013, 24,416 animals have been impounded, a decrease of 1,372 animals (5%) over the Year-to-Date (YTD) target of 25,788 animals. In June and July, shelter intake was 5,249 pets. Due to the dedication of our shelter staff and focused care towards our pets, we are proud to share that we have not experienced a major disease outbreak during our historically high intake summer season. As we have in the past, we continue to evaluate and enhance how we care for the pets in our care.

For example, a month-long project began in July to replace the pulley system in every dog kennel in our stray buildings. This project will continue to ensure that our staff is able to provide safe and comfortable housing for pets while in our care. In addition, our livestock area has been overhauled with new mats and shade covers making sure our larger pets are as comfortable as possible and new signage highlighting health and maintenance best practices for staff to utilize while caring for livestock.



## LIVE RELEASE OPERATIONS

During June and July, the Live Release Division was able to find forever adoptive homes for 1,456 pets and maintain an 75% Live Release rate average—a feat particularly difficult during historically high intake months. In June, our enthusiastic adoption staff broke a one-month record, sending 702 pets to their forever homes. They followed it up in July, by shattering their June record—sending 754 pets to their forever home. Additionally, staff was able to transfer 1,978 pets to our rescue partners, place 174 cats into the TNR program and 404 pets into the department's Foster Program.

Please refer to the table below for a breakdown of live release outcomes.

LIVE RELEASE CATEGORY	FY 2013 Year-to-Date
Return-to-Owner (RTO)	1,748
Adoption	6,028
Rescue	9,721
<i>San Antonio Pets Alive!</i>	<i>(4,484)</i>
<i>San Antonio Humane Society</i>	<i>(1,967)</i>
<i>Animal Defense League</i>	<i>(652)</i>
<i>Other</i>	<i>(2,618)</i>
Trap-Neuter-Return (RTO)	876
<b>Total # of Live Release Outcomes</b>	<b>18,373</b>
Percent Increase Over Targeted Amount	+ 3%

## CLINIC OPERATIONS

The clinic performed 3,295 surgeries in June and July—including a record number of 1,704 surgeries in July. This was an increase of 661 (25%) surgeries from this time last year. After 2 busy live release weekends in July, our talented and hard-working clinic staff performed a 106 surgeries in one day, followed a week later by performing a record 115 surgeries in one day.

## MEDIA & OTHER ITEMS

**MARKETING CAMPAIGN:** This year's marketing campaign focusing on the loose/stray issue and responsible pet ownership themes is proving to be successful. In addition to new radio spots on KBBT, 98.5 The Beat and KXTN, Animal Care Services has begun our advertising with Univision. With over 700 media interactions Year-to-Date and 12 million impressions from this year's marketing campaign, the Public Information division continues to shine the spotlight on ACS.



**BRACKENRIDGE & ADL FACILITIES:** The Brackenridge Facility is still on target to open in October. As construction enters the final phases, SAPA!, and PetShotz are working with ACS on finalizing operating procedures, policies, and partnership agreements. We are currently projecting for an open-house and corresponding activities to take place the week of October 7, 2013. This is in line with the bi-annual City-wide Pawdoptathon currently scheduled for October 12<sup>th</sup> and 13<sup>th</sup>. More information will be provided, as it becomes available. The additional kennels at the Animal Defense League are still in the design stage and are projected to open Fall 2014.

**HIGH PROFILE MEDIA STORIES:** The PIO division handled local and national media coverage for Animal Care Services with high profile media stories surrounding the death of a beloved Riverwalk icon, George the duck. As the case progresses, the ACS Public Information Officer is working with the Cruelty Investigators to ensure media is updated as needed. Furthermore, collaboration and partnerships continue to highlight the success of ACS. A recent partnership with Boardwalk on Bulverde's Food Truck Throwdown netted 11 adoptions, nearly \$2,000 in donations, and countless advertising opportunities as our staff talked with participants as they entered the park.



# City of San Antonio Animal Care Services Department Director's Report



*JUNE – JULY 2013*

## ENHANCED ENFORCEMENT

Performance Indicators	FY 2012 Actual	FY 2013 Target	YTD Target	YTD Total	Status	June Total	July Total
Calls-for-Service Requests	80,771	82,000	67,657	74,148	✓	7,813	8,584
Impoundments (Overall)	34,946	31,000	25,788	24,416	⚠	2,592	2,657
Impoundments (Field)	20,066	18,600	15,397	13,758	⚠	1,310	1,552
Return-to-Owners (Field)	935	1,000	789	921	✓	55	100
Citations/Warnings Issued	5,190	6,000	4,423	4,633	✓	370	343
Licenses Issued	19,129	30,000	29,043	17,683	⚠	2,223	2,873
Aggressive Dog Designations	14			6		0	1
Dangerous Dog Designations	23			29		5	6
Cruelty Cases	89			96		6	4

## IMPROVED CONTROL

Performance Indicators	FY 2012 Actual	FY 2013 Target	YTD Target	YTD Total	Status	June Total	July Total
Surgeries Performed by ACS	11,086	14,000	10,425	14,133	✓	1,591	1,704
Surgeries Performed by Partners	8,760	9,434	7,862	6,760*	⚠	1,141	795*
Deceased Animal Pick-Up	34,107			29,948		2,915	3,184

## INCREASED LIVE RELEASE

Performance Indicators	FY 2012 Actual	FY 2013 Target	YTD Target	YTD Total	Status	June Total	July Total
Live Release Rate	61%	70%	70%	77%	✓	74%	76%
Adoptions	6,106	6,200	5,077	5,976	✓	702	754
Rescues	12,657	10,850	8,812	9,507	✓	949	1,029
Return-to-Owners (Overall)	1,980	3,100	2,536	1,738	⚠	124	179
Trap-Neuter>Returns		1,550	1,292	858	⚠	101	73
Animals Fostered	1,394	1,300	971	1,757	✓	217	187
Volunteers	436	500	500	518			
Volunteer Hours	15,679	16,000	13,333	11,103	⚠	1,247	1,001

## ADMINISTRATION/OTHER

Performance Indicators	FY 2012 Actual	FY 2013 Target**	YTD Target	YTD Total	Status	June Total	July Total
FY 2013 Budget	\$9.69 M	\$11.04 M	\$9.161 M	\$9.141 M			
Media Interactions	376	400	333	729***	✓	31	82

\* Information is pending from partners.

\*\*FY 2013 Adopted Budget was \$10.91M; FY 2013 Revised Budget is now \$11.04 M.

\*\*\*326 Media Interactions were as a result of national media coverage connected to the ASPCA Rachael Ray \$100K Challenge win.

✓ = On Target    ⚠ = Not On Target